



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: January 15, 2015

SUBJECT: JEFFERSON COUNTY Meetings – Week of January 19, 2015

January 19, 2015 Monday	Farmland Conservation Easement Commission	12:30 p.m.	Jefferson County Courthouse Rm 203
January 20, 2015 Tuesday	Highway Committee	8:00 a.m.	Highway Administration Bldg. 141 W. Woolcock, Jefferson
	Human Resources Committee	8:30 a.m.	Jefferson County Courthouse Rm 112
January 21, 2015 Wednesday	Board of Health	1:00 p.m.	Health Department 1541 Annex Rd, Jefferson
	Traffic Safety Commission	1:00 p.m.	Highway Administration Bldg. 141 W. Woolcock, Jefferson
January 22, 2015 Thursday	Historic Sites Preservation Commission	6:30 p.m.	UW Extension 864 Collins, Rm 103, Jefferson
January 23, 2015 Friday	Law Enforcement and Emergency Management Committee	8:30 a.m.	Jefferson County Courthouse, Rm 112
	Solid Waste & Air Quality Committee	8:30 a.m.	Jefferson County Courthouse, Rm 203
January 24, 2015 Saturday	No Scheduled County Meetings		
January 25, 2015 Sunday	No Scheduled County Meetings		



Farmland Conservation Easement Commission Agenda

Jefferson County Courthouse

311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, January 19, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call
3. Certification of Compliance with the Open Meetings Law
4. Review of the January Agenda
5. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Communications
7. Review & Approval of the December 8, 2014 Meeting Minutes
8. Discussion and possible action on PACE applications
9. Greg Wilke, Town of Waterloo
10. Cliff Haberman, Town of Milford
11. Gary & Mary Ann Kunz Trust, Town of Sumner
12. Duane Koch, Town of Farmington
13. Timothy Hunn, Town of Aztalan
14. Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
15. Planning for 2015
16. Discussion on future events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
17. Future Meeting:
18. February 9, 2015 @ 12:30 in Room 203
19. March 9, 2015 @ 12:30 in Room 203
20. April 13, 2015 @ 12:30 in Room 203
21. Suggestions for the Next Agenda
22. Adjournment

*The Commission may discuss and/or take action on any item specifically listed on the agenda. Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at (920) 674-7101 24 hours prior to the meeting so appropriate arrangements can be made.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, January 20, 2015

8:00 a.m.

Office of the Highway Commissioner – Committee Room
141 West Woolcock Street
Jefferson, Wisconsin 53549

Committee Members: George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Carlton Zentner, Ron Buchanan

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from December 8, 2014 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Discussion and possible action on selling two unused remnant parcels of land adjoining highway B located in the Town of Aztalan, Jefferson County, Wisconsin
 b. Update on new highway facility construction progress
 c. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – March 3, 2015
13. Adjourn

Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.

"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."

Agenda
Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549

January 20, 2015 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Jim Mode, Vice-Chair; Greg David, Secretary; Paul Babcock; and Michael Wineke

1. Call to order
2. Roll call to establish a quorum
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of November 18, 2014 minutes
7. Communications
8. Monthly Financial Report
9. Review of Fourth Quarter Retirements to be presented to Board
10. Review and approval of Jefferson County HIPAA Privacy Notice
11. Consideration to repeal and replace Personnel Ordinance HR0440, HIPAA/Notice of Privacy Practices, to conform with federal and state regulations and authorize Human Resources Committee and/or staff to make administrative changes to HIPAA Privacy procedures/forms
12. Approve hire of an individual with less than appropriate requirements, per Personnel Ordinance HR0220, Application Procedure
13. Report from Human Resources Director
 - a. November and December January Monthly Reports
 - b. Vacant Position Requests
 - c. Emergency Help Requests
 - d. Hiring above minimum step and/or additional benefits
 - e. Granting of additional steps per Personnel Ordinance
 - f. Compensatory Time carryover
 - g. Holiday Carryover
 - h. Vacation carryover
14. Set next meeting date and agenda
15. Adjournment

Next scheduled meeting: February 17, 2015 @ 8:30am.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

www.jeffersoncountywi.gov

Agenda

Jefferson County Board of Health
1541 Annex Road, Jefferson, WI 53549
Health Department Conference Room
January 21, 2015

1 p.m.

Board Members

Dick Schultz, Chair; Ed Morse, Vice-Chair; Marie Wiesmann, RN, BSN, Secretary; John McKenzie; Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. **Public Comment** (Members of the Public who wish to address the Board on specific agenda items must register their request at this time)
6. **Approval of November 19, 2014 Meeting Minutes**
7. **Communications**
 - a. Letter to the Editor from Board Chair
 - b. Letter from President Obama
8. **Board Organization including Number of Meetings and Membership**
9. **Financial Report**
 - a. Income Statement
 - b. Vehicle Usage Report
10. **Operational Update of the Environmental Health Program**
11. **Public Health Preparedness**
12. **Public Health Program and Review of Statistics**
 - a. Communicable Disease Cases Reported
 - b. HPV Grant – Amy Fairfield
 - c. Consolidated Contracts Review and Approval
13. **Personal Care Program and Review of Statistics**
 - a. 2015 PCW Program Transition – Michele Schmidt
14. **Director's Report**
 - a. Monthly Report to Administration/County Board
15. **Status of Rock River Free Clinic and Community Dental Clinic**
16. **Next Meeting Date/Time/Agenda Items: 2015 Meetings: March 18, May 20, July 15, September 16, November 18**
17. **Adjourn**

The Board may discuss and/or take action on any item specifically listed on the agenda.

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Jefferson County Traffic Safety Commission
Jefferson County Highway Department
Administration Building – Committee Room
141 West Woolcock Street
Jefferson, WI 53549
Meeting Agenda
January 21, 2015
1:00 P.M.

Committee Members: Delzer – Chair, Jenswold, Mayer, Milbrath, Cooper, Kern, Kutz, Hinzmann, Foster

1. Call meeting to Order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Approval of the October 15, 2014 meeting minutes
6. Communications
7. Public Comment
8. Old Business
 - a. Discuss pavement rutting concerns on US 18 in Jefferson County
9. New Business
 - a. None
10. Traffic Accident Spot Map – Jefferson County Sheriff's Department
11. WisDOT – Southwest Region, Madison – Traffic Section
12. WisDOT-Bureau of Transportation Safety - Transportation Safety Report
& Highway Safety Input
13. Wisconsin State Patrol - Report
14. Date of next meeting (1:00 pm April 15, 2015)
15. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Agenda
Jefferson County Historic Sites Preservation Commission
UWEX Building, Room 103
Jefferson, WI
Thursday, January 22, 2015
6:30 p.m.

Commission Members: Cindy Arbiture, Chair
 Robert Birmingham Vice-Chair
 Kathleen Woodbury, Secretary
 Ed Morse, Jefferson Co. Board Representative
 James Levy
 Michael Opager
 John Molinaro

1. Call to Order
2. Attendance
3. Certification of compliance with the Open Meeting Law
4. Review of agenda
5. Approve the meeting minutes of November 20, 2014
6. Communications
7. Citizen Comments

New Business

8. County GIS overlay (geo-coding) of Historic Survey Maps - Andy Erdmann.
9. Strategic planning for Commission

Old Business

10. Website edit suggestions - James
11. Application for HPR sub-grant to WHS for NRHP nominations - update
12. Annual JCHSPC public conference, Spring 2015
 - Program planning - Discussion on suggested presentations, Keynote speaker, Cindy-highlights of 4 surveys, Power point; Bob archaeological program; WHS preservation/architectural historian; James and/his students from UWW public history program; Ann Engelman from Friends of Lorine Niedecker
 - Location confirmation
13. Local Historic Designation recognition process
Pending – log cottage on Lake Ripley, Calkins Italianate house on STH 59 west of Palmyra.
14. Future meeting dates: February 26, Rm. 12; March 26, Rm. 12
15. Future agenda items

Jefferson County
Law Enforcement/Emergency Management Committee
Courthouse, Room 112 / 311 S Center Avenue/ Jefferson WI 53549

Friday, January 23, 2015 @ 8:30 A.M.

Committee Members: Al Counsell, Kirk Lund, Dwayne Morris, Amy Rinard, Michael Wineke

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review the Agenda
5. Public comment – Members of the public who wish to address the committee on specific agenda items must register their request at this time.
6. Approval of Minutes from the December 19, 2014 Meeting
7. Public Safety Radio and Dispatch System Upgrade
8. Emergency Management Budget
9. October – December, 2014 Activities
 - a. Closeout of Financials – FFY 2014 Plan of Work
 - b. WIVOAD Board Meeting (Monthly)
 - c. Hazard Mitigation Grant Program Acquisition and Demolition Project Audit
 - d. WI Emergency Management Association Training/Conference 10/13-15/2014 (Oshkosh)
 - e. WI Emergency Management “All Hands” Meeting 10/16/14 (Oshkosh)
 - f. Inter County Coordinating Committee meeting
 - g. New Grant Approval – Two Severe Repetitive Loss Properties (Flooding)
 - h. Computer and Hazmat Equipment Grant Closeout
 - i. E-Sponder User Manager/Alert Messaging Training (E-Sponder is a web based tool that may be used to plan, respond or manage issues that are related to Emergency Management)
 - j. WHOPRS Overview Training (WI Hazmat Online Planning and Reporting System)
 - k. Energy Industry Meeting – Enbridge Pipeline
 - l. Presenter at the WAFSCM Conference 10/29-30/2014 (WI Dells) (WI Association for Floodplain, Storm water, and Coastal Management)
 - m. Slow No Wake Ordinance Revision Completed
 - n. Vacation November 3 – 7, 2014
 - o. Submission of FFY 2015 Plan of Work
 - p. Community Development Block Grant (CDBG) Audit
 - q. EMS Association Meeting (Quarterly)
 - r. Jefferson County Safety Network presentation (Continuity of Operations)
 - s. Crystal Farms – Lake Mills – Hazardous Materials Off-Site meeting
 - t. Lake Mills WWTP – Hazardous Materials Off-Site meeting
 - u. SE Region Collaboration Meeting (Bi-Monthly)
 - v. Acquisition and Demolition Grant Program
 - w. Meeting with Jefferson County Auditors
 - x. Police Chief’s and Sheriff’s Association Meeting (Monthly)
 - y. Fire Chief’s Association Meeting (Bi-Monthly)
 - z. Frontier Servco FS – Palmyra – Hazardous Materials Off-Site Meeting
 - aa. Vacation November 25 – 28, 2014
 - bb. Courthouse Security Meeting (Quarterly)
 - cc. Propane Webinar
 - dd. Presentation about EM to Nursing Students (Health Department)
 - ee. Jefferson County Interagency Council Meeting
 - ff. Regional SCIP Implementation Council Meeting (Interoperability)
 - gg. WI Bell – Watertown – Hazardous Materials Off-Site Meeting
 - hh. Generac Power Systems Inc. – Hazardous Materials Off-Site Meeting
 - ii. SE Region Meeting (Monthly)
 - jj. Public/Private Partnership Meeting
 - kk. Out of Office 12/22/14 – 1/2/15
 - ll. Daily operations.
10. Correspondence
11. Time & Place of Next Meeting – Friday, February 27, 2015 at 8:30 a.m.
12. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101
24 hours prior to the meeting so appropriate arrangements can be made.



Jefferson County Solid Waste/Air Quality Committee

January 23, 2015 - 8:30 a.m.

**Jefferson County Courthouse – Room 203
311 S. Center Avenue, Jefferson, WI 53549**

Members: Don Reese-Chair, Kirk Lund-Vice Chair, Carlton Zentner, Laura Payne and Ron Buchanan

Staff: Rob Klotz and Sharon Ehrhardt

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance With the Open Meetings Law
4. Review the Agenda
5. Public Comment
6. Election of Secretary
7. Approval of Minutes – October 17, 2014 minutes
8. Discuss with Possible Action-Paint Recycling at the 2015 Clean Sweep events
Ted & Nora from TJM Innovations, LLC will be attending the meeting to answer questions
9. Discuss with Possible Action-Update, Deer Track Park Landfill with Don Smith
10. Discuss with Possible Action-Clean Sweep Schedule and Events for 2015
11. Discuss with Possible Action-Clean Sweep Program Summary for 2014
12. Discuss with Possible Action-Jefferson County Facebook weekly recycling tips
13. Discuss with Possible Action-Meeting Dates & Times
14. Upcoming Meeting Dates and Possible Agenda items
15. Adjourn

The Solid Waste/Air Quality Committee may discuss and/or take action on any item specifically listed on the agenda.

**INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD
CONTACT THE COUNTY ADMINISTRATOR 24 HOURS PRIOR TO THE MEETING AT
920-674-7101 SO APPROPRIATE ARRANGEMENTS CAN BE MADE.**
